

**STATE TRAUMA ADVISORY BOARD
MINUTES
JANUARY 25, 2001**

Members Present:

Dr. Garth Gemar (Chairman)	Sgt. Rich Thacher
Shelagh O'Connor	Dan Judkins
Dr. Phillip Richemont	Dr. Marc Levison
Dr. Steve Thompson	Bernard Grahek
Jim Morgan	Dr. Scott Petersen
Roy L. Ryals	Sheri Farr Jorden
Dr. Michael J. Seby	
Nancy Shaver	

BEMS Staff Present:

Ramona Cajero
Susan Nicolas
Donna DeSimone
Stephen Hise
Dona Markley
Betty Yunick
Sarah Penttinen

Members Absent:

Dr. John Fortune
Dr. Stuart Alt

Guests Present:

Rose Conner
Kevin Ray
Holly Gibeaut
Judy Large
Philomene Spadafore
Rookie Stevens
Stephen Powles
Sara Hill
Mark Daily
Lynn Donaldson
Julie Nelson
Julie Ward
Rosalie Johnson
Mark Venuti
Cecelia Ralston

I. CALL TO ORDER

The regular meeting of the State Trauma Advisory Board was called to order at 9:05 a.m. by Chairman Dr. Gemar. A quorum was present.

II. APPROVAL OF MINUTES

A motion was made by Jim Morgan, seconded by Dr. Mark Levison to approve the minutes from the November 16, 2000, meeting. Motion carried.

III. CHAIRMAN'S REPORT

Dr. Gemar gave a committee membership report (a copy of the Chairman's Report is available through the Bureau).

- A. Membership Updates** - Pennie Klein has resigned from STAB and the Quality Assurance Systems Improvement Committee. Lynn Donaldson will be acting chair for the QASI Committee until a permanent chair has been named. Donna Dahlin will no longer be the representative from Maricopa Medical Center. We are now soliciting for new members for QASI and STAB.

IV. OLD BUSINESS

(This item was presented following the approval of minutes).

- A. Trauma Program Manager** - Rose Conner reported that the recruitment for the Trauma Program Manager will end on January 28, 2001. The Bureau will begin

the interview process the first few weeks of February. The target date to hire that person will be March 12, 2001. The person that would accept this position will be the responsible party to begin providing the comparative analysis of three separate plans: a private foundation based plan, a state plan and a hybrid plan (incorporating both state and private plan concepts). This person will be working with the Attorney General's Office, the Assistant Director's office, and the Bureau of Emergency Medical Services. The comparative analysis will be presented to BEMS, STAB, and to the Director to determine which implementation plan we will use. It is possible that we may need to bring in an economist to assist the Trauma Program Manager.

A motion was made by Dr. Marc Levison, seconded by Dr. Scott Petersen that STAB shall select an Ad Hoc Committee of individuals from STAB and a variety of different backgrounds to include BEMS to begin process of putting together appropriate materials and define tasks and methodologies for Trauma Program Manager to be named and STAB to meet the director's request. Motion carried.

The target date that the Ad Hoc Committee meetings will end: July 1, 2001

Follow up: Agenda Item: Next meeting - April 26, 2001

Delegated to: Garth Gemar, M.D.

Stephen Hise will stand in until the Trauma Program Manager is on board.

Recommended having an all day meeting to accommodate people coming from out of town.

A motion was made by Dr. Marc Levison, seconded by Sheri Farr Jorden to have Dr. Marc Levison chair the committee. Motion carried.

A motion was made by Jim Morgan to approve the following members to be members on the Ad Hoc committee:

Dr. Marc Levison - Chairman
1 Bureau person - Dr. Garth Gemar
1 person from the Attorney General's Office - Holly Gibeaut
Julie Nelson - Arizona Hospital and Healthcare Association
Sheri Farr Jorden
Dr. Scott Petersen
Roy Ryals
Shelagh O'Connor
Dan Judkins
Trauma Program Manager

Julie Nelson stated that she could not be a member but she would attend the meeting.

Motion carried.

Follow up: Find a mutual time and available room for the meeting ASAP
Delegated: Stephen Hise
When: The meeting will take place in the next week or two

Stephen Hise will get together with Dan, Sheri, Roy and Shelagh after the meeting today.

- B. Cales Contract** - Dan Judkins is the only one who has received the 1701 version. The check for Cales is due to go out shortly. The Bureau will try to hold monies until we have received deliverables.

- C. STAB Budget and Report** - A portion will go toward the Trauma Program Manager, benefits for Trauma Manager and some will go to a Economist service to analyze the economic impact of the various governance models that may be proposed. (A copy of the budget report is available though the Bureau.)

It was recommended that any money available go to Trauma Budget funds for individual registries.

When: Agenda Item for discussion next meeting April 26, 2001

- D. QA/SI Plan (Pennie Klein)** - Informational only

Agenda item for the next AZTQASI meeting (February 22, 2001) - How to keep the work group process going?

- E. QA Process and Open Meeting Laws: Executive Sessions** - Informational only

V. NEW BUSINESS

- A. Funding of Pilot Projects with STAB Budget** - Introduced was a proposal from the Southern Arizona Trauma Network, Inc. (SATNET) to the State Trauma Advisory Board and the Arizona Department of Health Services.

A motion was made by Dr. Richemont, seconded by Roy Ryals that the proposal be forwarded through Dr. Gemar to the Director without definitive recommendation from STAB whether or not it is adopted. 6 - Yes, 4 - No, 3 - abstentions - Motion approved.

- 1. Feasibility** - Recommended estimating dollar amounts.
- 2. Potential Target** - Recommended tying times lines to deliverables.

(This item was presented following the approval of minutes).

- B. State Trauma Plan/Foundation Governance Structure** - Dr. Gemar introduced to the committee: Julie Nelson-Legal Counsel for the Arizona Hospital and Healthcare Foundation, Holly Gibeaut-Attorney General Representative and Kevin Ray-Chief of the Health Services Unit, Attorney General.

Dr. Gemar also introduced Rose Conner, Assistant Director of the Division of Public Health Services and gave a brief synopsis of her educational and career background. Rose Conner will have the task of monitoring the continuing work needed for this project.

Dr. Gemar distributed a letter from the Director, Catherine R. Eden regarding the Arizona Trauma Care Plan. The Director stated in her letter that she had assigned Rose Conner the task of monitoring the continuing work needed for this project. Assistant Attorney General Kevin Ray went over the plan and communicated where the Director would like to see additional work be performed. The Director was happy with the work that was done. But the Director would like to see us go back in and fill the holes that exist in the plan. Kevin Ray identified these in the "STAB Trauma Plan Discussion Outline."

- 1. Potential Statutory Changes Required** - Kevin Ray identified these changes in the "STAB Trauma Plan Discussion Outline."
- 2. Cost Factors** - A financial impact analysis of all governance options and legislative funding requirements will need to be done. Kevin Ray recommended using a hybrid model and identify the nuances in each version of the hybrid plan.

VI. COMMITTEE REPORTS

- A. STAB Executive Committee** - Dr. Gemar reported that the STAB Executive Committee did not meet.
- B. AZTQASI Committee** - Dr. Gemar reported that the AZTQASI Committee met on December 14, 2001 and had a quorum. The committee discussed the Independent Work Group progress report on the Quality Assurance System Improvement Plan.

VII. CALL TO THE PUBLIC

There was a question to the status of the Trauma Registry Issues. These issues will go to the Trauma Program Manager when he/she comes on board.

It was recommended to stipulate in the minutes that the direction that we may go is to buy a single piece of software and distribute free of charge to the hospitals. It is possible that the hospital may end up being on their own with respect to buying their own hardware components.

VIII. NEXT MEETING

The next meeting regular meeting of STAB is scheduled for April 26, 2001.

IX. ADJOURNMENT

The meeting was adjourned at 12:05 a.m.

Minutes approved by STAB on 4/26/01